Community of Interest (COI)

The Education and Training (COI)

Mr. Jeff Wolff, Community Manager

22 September 2009

Agenda

- Introductions

- Communities of Interest (COI) Initiative
  - DoD/HQMC requirements
  - Mission
  - Purpose

- Education and Training Community of Interest (E&T COI)
  - DoD/HQMC requirements
  - Mission
  - Purpose
  - Education and Training Workforce by location
  - Current Efforts

Education and Training (COI
Structure

- **Community Leader**
  Mr. Jeff Bearor, Executive Deputy, TECOM
  - Articulates priorities
  - Sets Community Vision
  - Guides Community Development

- **Community Manager**
  Mr. Jeffrey Wolff, DAC/S G-1, TECOM
  - **work with Community Leader to maximize civilian human capital management by:**
    - Tracking and assessing population and health
    - Publishing Career Development Information
    - Facilitating Community Communication

- **Education and Training Occupational Series Representatives**
  (N/A at this time)

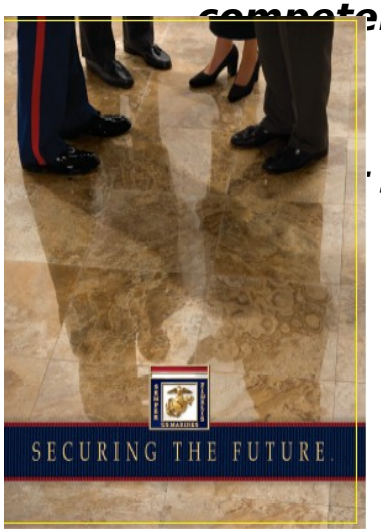
- **Education and Training Management Support**
  - Mrs. Christina L. Clark
  - M&RA Contracting Support Team

Communities of Interest
CMC Guidance

On 28 August 2007 General James J. Conway, 34th Commandant, published White Letter No. 03-07 which articulated his vision and commitment to Civilian Marines as a valuable asset to the Total force and provided his support for the Civilian Workforce Human Capital Planning Initiative.

"Just as we are fully committed to the professional development of our Marines, we remain equally committed to our Civilian Marines. To achieve victory in the Long War and posture the Corps for the future, the expertise and competency of Civilian Marines are essential to ensuring the success of our Total Force team.

- James T. Conway, Commandant of the M rps "



Community of Interest
Guidance

- Public Law 109-163, National Defense Authorization Act, dtd 6 Jan 06
- DoD Instruction 1400.25, Vol 25, Strategic Human Capital Planning
- DON Total Force Planning and Management MOA dtd 14 May 08
- Draft SECNAV Instruction SSIC.XX, dtd 14 May 09
- MARADMIN 265/06, Civilian Workforce Development Application

Community of Interest
What & Why?

What is a Community of Interest (COI) and why do they exist?

"A collaborative group of users led by a senior executive that exchange information in pursuit of its shared goals, interests, missions, or business processes and therefore must have shared vocabulary for the information exchanges."—DoD 8320.2, December 2, 2004

"Similar to an OCC Field Sponsor"

Education and Training (COI)
-DRAFT-

Mission and Vision Statements

Mission:

The Education and Training Community of Interest will provide an innovative and distinctive Civilian Marine Workforce, dedicated to providing our Marines relevant and up-to-date training and education in order to prepare for our nation's call to current and future conflicts.

Vision Statement:

The Marine Corps will be the employer of choice for a select group of Education and Training civilians imbued with Marine Corps values of honor, courage, and commitment. They will serve as experts, innovative and distinctive team members, dedicated to supporting our nation's finest fighting force, both today and in the future.

Community of Interest
DoD Mission Statement

To provide a framework for implementation of competency-based human capital management that covers the entire employment life-cycle, identifies critical success factors, supports organizational, community, and individual employee perspectives.

Education, development, training and career guidance is an investment that will pay high dividends in terms of cost efficiencies and cost avoidance

Community of Interest Purpose

- ✓ Provide occupational sponsorship, or professional identity, for all of the jobs available in the Civilian Marine workforce.
- ✓ Develop sense of community identity.
- ✓ Increase opportunities for professional development, networking, and information sharing.
- ✓ Provide career resources, mentoring, and “road maps”
- ✓ The primary vehicle to publish competencies for each occupational series and to identify training and education requirements for professional development (i.e. “MOS” Roadmaps).
- ✓ Develop training programs in support of competency based workforce.
- ✓ The USMC currently has 21 COIs which are aligned with DoD and DON occupational specialties, TECOM Mr. Bearor leads the Education and Training COI.

Education and Training (CO

Current Efforts

- **Assign Proficiency levels to competencies to input into Civilian Workforce Development Application (CWDA)**
- **Identify training shortfalls to meet competencies**
- **Announce E&T COI to 1700 Workforce**
- **Assign/Identify SMEs to function as assistant COI Managers within each Series**
- **Map Training to Competency/Proficiencies**
  - 1701/1702 (Complete)
  - GTB data analysis on FEA data
  - Identify parenthetical (example 1701's)
- **Collaborate with DON Education and Training COI Manager**
- **Identify potential career paths for all members of the COI to the SES level**
- **Hold Education and Training Fall Summit in September**

Community of Interest
4 Phase Implementation

Phase I: Identify functional unique core competencies
On-going and skills level requirements for positions and employees

Phase II: Identify core Training Curriculum
FY10

Phase III: Identify/develop a standardized career paths
FY10+ and roadmaps for 1700 Series which will serve as a blueprint for a successful career.

Phase IV: Implement 1700 position management across
FY11+ the Marine Corps

Education and Training COI
Proposed Career Roadmaps
-BIG PICTURE-

End State: Complete Career Roadmaps identifying required Development/training activities to close organizational/individual competency gaps to progress to the next level

Executive
SES

Pay Band III
YA (GS-14 to GS -15)
YC (GS-14 to GS-15)

Pay Band II
YA (GS-9 to GS -13)
YC (GS-12 to GS-14)

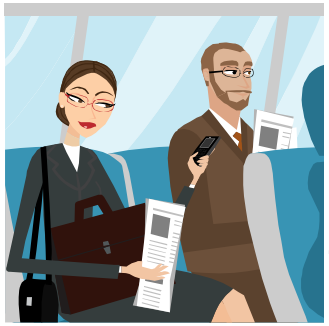
Pay Band I
YA (GS-5 to GS -11)
YC (GS-7 to GS-11)
YB (GS -1 to GS-6)

Intern

Supervisory/Managerial (GS-11 – GS-15)

CLD's Responsibility
Developing Leadership Competencies and Training Opportunities universally across all functional areas

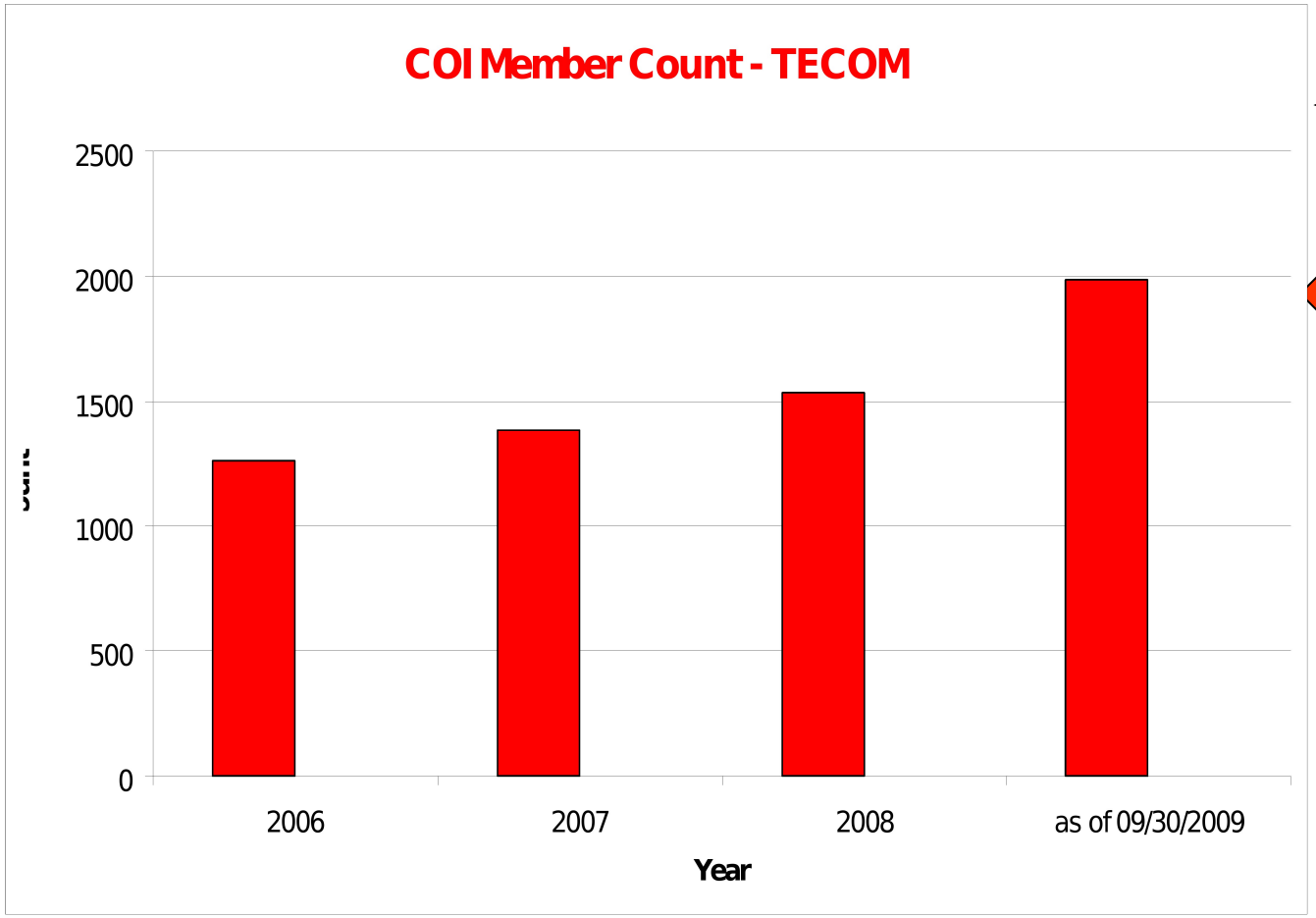
COIs' Responsibility
(Coordinated Centrally by CLD)
Developing Technical Competencies, Training Opportunities, and Career Opportunities by Professional Community



Education and Training Community of Interest

HUMAN CAPITAL CURRENT STATE

Education and Training Community Growth



+1500 NAF P/T Employees

TOTAL= 3500+

1987

Calendar Year	COI Member Count
2009 - current	1987
2008	1534
2007	1382
2006	1264

CWDA data as of 19 Sep 09

Let's Discuss Human Capital

- What is the average age of the Education and Training Community?
- What percentage of the Education and Training Community is eligible to retire? How many over the age 55?
- How many of our Community members have College degrees?

Let's Discuss Human Capital

- What is the average age of the Education and Training Community? 38

- What percentage of the Education and Training Community is eligible to retire? 10% How many over the age 55? 145

- How many of our Community members have College degrees?

  243 Bachelors and above

Retirement Eligibility by COI and Job Series

COI	JOB_SERIES	SKILL_LEVEL	#>20 Yrs	# Over 55	Total Pop	Pct>20	Pct>55
Education & Training	1701	1	0	0	4	0.00%	0.00%
	1701	2	11	19	61	18.0%	31.1%
	1701	3	2	12	41	4.9%	29.3%
	1702	1	42	54	1090	3.9%	5.0%
	1710	1	0	0	1	0.0%	0.0%
	1710	2	1	1	1	100.0%	100.0%
	1712	2	17	34	199	8.5%	17.1%
	1720	2	0	1	9	0.0%	11.1%
	1720	3	0	2	3	0.0%	66.7%
	1740	1	1	1	2	50.0%	50.0%
	1740	2	4	7	26	15.4%	26.9%
	1740	3	1	2	2	50.0%	100.0%
	1750	1	0	0	1	0.0%	0.0%
	1750	2	5	6	35	14.3%	17.1%
	1750	3	2	5	10	20.0%	50.0%
			86	**144**	**1485**		

CWDA data as of 14 Jul 09

Education and Training COI Demographics

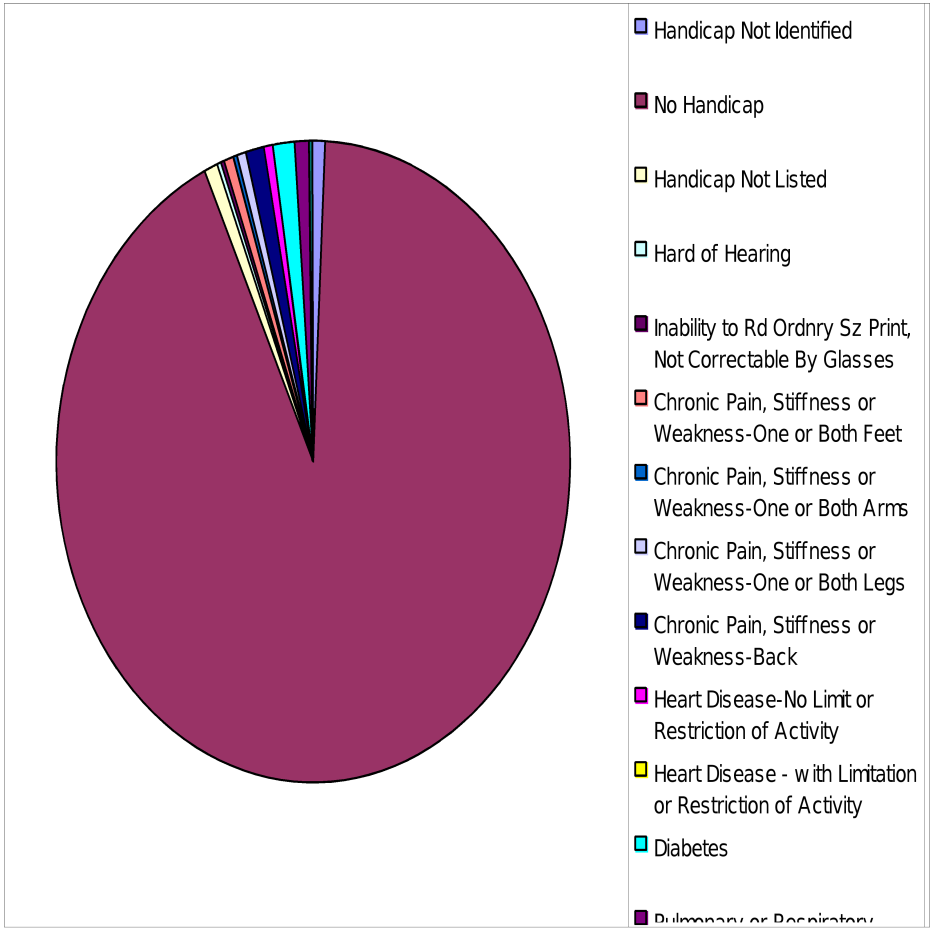
EDUCATIONAL_LEVEL	PERSON_COUNT	PERCENT_OF_TOTAL
01-No formal education or some elem school--did not complete	14	0.7
03-Some high school--did not graduate	6	0.3
04-High school graduate or certificate of equivalency	364	18.32
06-Terminal occupational prgrm-cert of comp/diploma/equiv	38	1.91
07-Some college - less than one year	278	13.99
08-One year college	13	0.65
09-Two years college	9	0.45
10-Associate Degree	77	3.88
11-Three year college	4	0.2
12-Four years college	3	0.15
13-Bachelor's degree	197	9.91
14-Post-Bachelor's	18	0.91
15-First professional	1	0.05
17-Master's degree	98	4.93
18-Post-Master's	6	0.3
19-Sixth-year degree	2	0.1
20-Post-sixth year	4	0.2
21-Doctorate degree	23	1.16
22-Post-Doctorate	2	0.1
<no data>	830	41.77
TOTAL	**1987**	

GENDER	PERSON_COUNT
F	1590
M	397
TOTAL	**1987**

AGE_TREND	PERSON_COUNT
19_and_under	54
20_to_24	371
25_to_29	320
30_to_34	237
35_to_39	172
40_to_44	193
45_to_49	231
50_to_54	210
55_to_59	116
60_to_64	57
65_to_69	19
70_to_74	5
Over_74	2
TOTAL	**1987**

Education and Training COI Disability Statistics

Meaning	Person Count
Handicap Not Identified	4
No Handicap	532
Handicap Not Listed	4
Hard of Hearing	3
Inability to Rd Ordnry Sz Print, Not Correctable By Glasses	1
Chronic Pain, Stiffness or Weakness-One or Both Feet	3
Chronic Pain, Stiffness or Weakness-One or Both Arms	1
Chronic Pain, Stiffness or Weakness-One or Both Legs	4
Chronic Pain, Stiffness or Weakness-Back	7
Heart Disease-No Limit or Restriction of Activity	2
Heart Disease - with Limitation or Restriction of Activity	1
Diabetes	7
Pulmonary or Respiratory Disorders	5
Cancer - Complete Recovery	1
Mental or Emotional Illness	1
TOTAL	576


Handicap Not Identified
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Chronic Pain, Stiffness or Weakness-One or Both Feet
Chronic Pain, Stiffness or Weakness-One or Both Arms
Chronic Pain, Stiffness or Weakness-One or Both Legs
Chronic Pain, Stiffness or Weakness-Back
Heart Disease-No Limit or Restriction of Activity
Heart Disease - with Limitation or Restriction of Activity
Diabetes

***Note these numbers are a snapshot taken from 01 SEP 2009 DCPDS extract data for Education and Training personnel only**

1700 by Major Subordinate Command

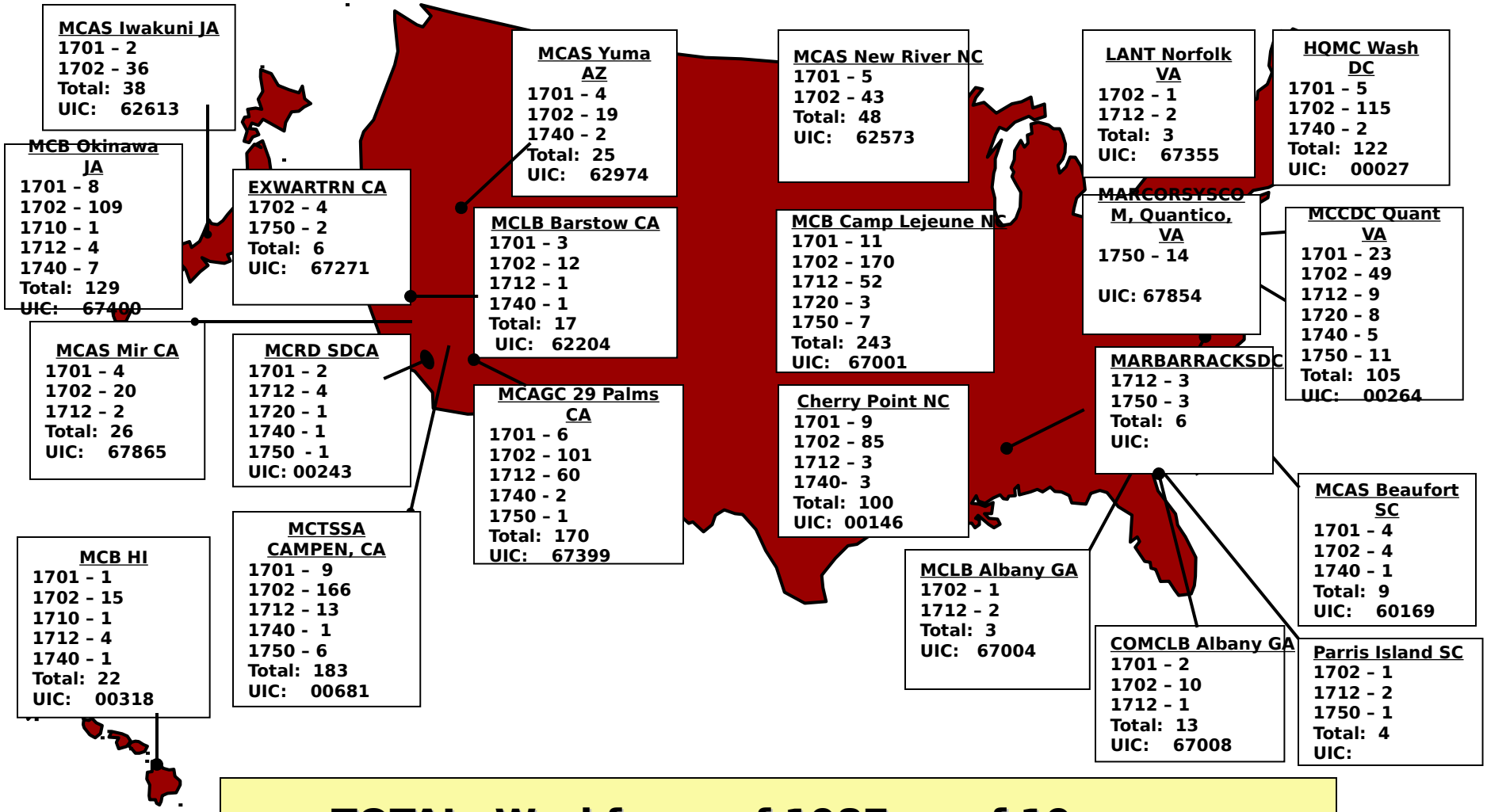
UIC	PERSON_COUNT
67001-MCB CAMP LEJEUNE NC	297
00681-MCBASE CAMP PENDLETON CA	287
67400-MCB OKINAWA JA	210
00027-MARCORPSHQ WASHINGTON DC	193
67399-MARCORPSAIRGRCOMBCEN TWENTY-NINE PALMS CA	182
67856-TRAINING AND EDUCATION COMMAND	174
00146-MCAS CHERRY POINT NC	160
00318-MCAS KANEOHE HI	99
00264-MCDEV&EDCOM QUANTICO VA	88
62573-MCAS NEW RIVER JACKSONVILLE NC	76
62613-MCAS IWAKUNI JA	47
62974-MCAS YUMA AZ	35
67865-COMCABWEST MIRAMAR CA	32
62204-MARCORPSLOGBASE BARSTOW CA	16
67004-MARINE CORPS LOGISTICS COMMAND ALBANY GA	14
67008-COMCLB ALBANY GA	13
00243-MCRD SAN DIEGO CA	10
60169-MCAS BEAUFORT SC	10
67854-MCRSCHDEV&ACQCOM WASHINGTON DC	10
67884-OFFICE OF THE COMMANDING GENERAL	8
67029-MARBKS WASHINGTON DC	6
00263-MCRD PARRIS ISLAND SC	4
67271-EXWARTRNGRP PA CORONADO CA	4
67355-EWTGLANT NORFOLK VA	3
67025-FLTMARFORHDQTRSPAS PEARL HARBOR HI	2
67101-MCLC ALBANY GA	2
TOTAL	**1987**

Total Education and Training Workforce:

1,987

Camp Pendleton CA
Largest Workforce
297

Education and Training COI
Our Community



TOTAL: Workforce of 1987 as of 19 September 09

22 Separate Marine Corps Activities

Education and Training Community of Interest

Request for Assistance:

1. 1700 Subject Matter Expert (10)
2. Functional Occupational Series Reps (7)

Education and Training COI

Proposed Occupational SME Representatives

COI Occupational Series Representative:

- Identify Mentors within the Education and Training Community for all seven different 1700s (1701, 1702, 1710, 1712, 1720, 1740, 1750)

- Maintain communication with COI Leader/Manager

- Maintain current list of all members within your Region

- Collection information from your Region as needed by COI leadership

- Promote:
  - CWDA
  - Education and Training Website (launch 1 Oct)
  - The Civilian Workforce Campaign Plan
  - Education and Training current Training/Certifications
  - Promote participation in the Marine Corps CCLD Program

To meet the Enterprise Challenges asking each of you to become personally involved in identifying and providing necessary training and development opportunities for your civilian employees.

Education and Training COI Contacts Information

- Mr. Jeff Bearor, Education and Training Leader,

(703) 784-3730, jeffery.bearor@usmc.mil

- Mr. Jeffrey Wolff, Education and Training Manager,

(703) 432-1837, jeffrey.wolff@usmc.mil

- Mrs. Christina Clark, Education and Training Administrator,

(703) 432-0861, christina.clark@usmc.mil

Education and Training Community of Interest (COI)

Shaping the workforce…
Supporting the warfighter…
***Securing our future*.**

QUESTIONS!!!!

Community of Interest
Composition Chart

Community of Interest	M/C Wide	HQ TECOM	COI Leader	COI Manager
Administration	2713	107	Mr. Al Washington	Mr. Preston Ford
Analyst	914	35	Mr. Joseph Masciarelli	Mr. Michael Bailey
Community Support	5247	4	Mr. Timothy Larsen	Mr. Jim McGoldrick
Contracts	485	5	Mr. Richard Sweeney	Mrs. Louise Slates
Education and Training	1474	146	Mr. Jeff Bearor	Mr. Jeff Wolff
Engineering & Science	438	0	Mr. John Burrow	Mr. Dave Ungar
Environment	375	0	Mr. Paul Hubbell	Mr. Craig Sakai
Facilities	839	10	Mr. Paul Hubbell	Mr. Paul Bouley
Financial	1709	31	Mr. Charles Cook	
Human Resources	952	3	Mrs. Sheryl Murray	Mrs. Debbie Summers
Industrial Trades	8201	17	Mr. Michael Madden	Mrs. Pamela Bryant
Intelligence	75		Ms. Karin Dolan	Mrs. Kelly Nash
IT/IM	1515	30	Mr. James Craft	Mr. Pete Gillis
Legal	143	8	Mr. Craig Jensen	Mr. Thomas Damisch
Logistics	1954	21	Ms. Carla Lucchino	Mr. Doug Keeler
Manufacturing and Production	14	0	Mr. Michael Madden	Mrs. Pamela Bryant
Media and Public Affairs	323	59	Mr. Al Washington	Mr. Preston Ford
Medical	20	0		
Acquisition Program Management	157	1	Mr. John Burrow	Mr. Richard Bates
Safety and Occupational Health	272	6	Mr. Donald Weightman	Mr. Richard Coyle
Security and Law Enforcement	2346	10	Mr. Raymond Geoffroy	Mr. Jan Durham

As of 25 May 2009

Civilian Workforce Development Application (CWDA)

- **Internet/Web Based tool with “real with” capabilities**
- **Assists Civilian Marines with Professional Development**
- **Information Available regarding:**
  - Skills, Knowledge, & Experience Needed
  - Career Growth/Learning Paths
  - Mission Requirements
- **Assist Commanders/Leaders**
  - Workforce Composition (APF/NAF)
  - Workforce Planning Tools
  - Corporate Visibility/Input Marine Corps Competency Management Model
- **Provide Access/Visibility to:**
  - Career Paths
  - Training and Development Opportunities
  - Individual Development Plans (IDPs)
  - Competency Based Gap Assessment

https://cwda.manpower.usmc.mil

CWDA's Features & Benefits

CWDA is a web-based tool with "real time" capabilities that is designed to assist employees with their professional development.

- Offers Commanders & Leaders:
  - USMC Competency Management Model
  - Workforce Planning Tools (Mentoring/Succession)
  - Marine Corps-wide Workforce Visibility
  - Workforce Composition (APF & NAF)

- Employees will be able to access:
  - Career Paths
  - Training and Development Opportunities
  - Competency-based Gap Analyses
  - Individual Development Plans (IDP)
  - Import individual training completion certificates

CWDA Overview

Civilian Workforce Development Application (CWDA) is a web-enabled tool designed to help guide Civilian Marines in their professional development and enables USMC leadership to guide the development of the Civilian Workforce

- **Phase II – Ongoing**
- Competency Update (s)

- **Phase III - FY08**
- Learning Management System

- **Phase IV – FY09+**
  - Talent Management
  - Workforce Planning & Shaping
  - NSPS Alignment
  - HR Processes

CWDA Access

To Register in CWDA go to https://cwda.manpower.usmc.mil

For end-user assistance, contact the CWDA Helpdesk at (703) 432-9213 or cwdahelpdesk@usmc.mil

Project implementation inquiries, contact the CWDA Functional Manager,

(703) 432-9428 or CWDA Project Officer, (703)432-9763.